

# NALDA PHASE II ACCESS REQUEST FORM

(PLEASE PRINT CLEARLY)

## (SECTION 1 TYPE OF ACCESS REQUIRED)

REQUEST TYPE: NEW\_\_\_ UPDATE\_\_\_ DELETE\_\_\_

ACCESS TYPE: APPLICATION\_\_\_ ORACLE/SQL\_\_\_

APPLICATION/ ORACLE DATABASE NAME:\_\_\_\_\_

ORACLE /SQL PERMISSIONS: READ\_\_\_ READ/WRITE\_\_\_ DBA\_\_\_

JUSTIFICATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## (SECTION 2 REQUESTER INFORMATION) Government\_\_\_ Contractor\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ CODE: \_\_\_\_\_

RANK/GRADE: \_\_\_\_\_ SSN: \_\_\_\_\_ PRD: \_\_\_\_\_

ACTIVITY NAME: \_\_\_\_\_ UIC: \_\_\_\_\_

ACTIVITY LOCATION : \_\_\_\_\_

EMAIL-ADDRESS: \_\_\_\_\_

PHONE: COMM \_\_\_\_\_ DSN \_\_\_\_\_

### FUNCTION

### CATEGORY (SELECT ONE)

ACC/TYCOM	_____	ANALYST (GOVT USERS ONLY)	_____
AIRCRAFT INVENTORY MANAGER (AIM)	_____	CONTRACTOR (NON-GOVT USERS)	_____
CLASS DESK	_____	DEVELOPER (PROGRAMMER)	_____
COMPTROLLER	_____	DPOC (DEVELOPER POC)	_____
OPNAV	_____	MANAGER (GOVT MGR)	_____
NAVMASSO	_____	SYSADMIN (SYSTEM MANAGERS)	_____
NSLC	_____		
FLEET	_____		
DBA	_____		
LOCAL ROLE MANAGER	_____		
N/A	_____		

APPLICANTS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERVISOR/TOPC NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERVISOR/TPOC SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## (SECTION 3 CONTRACTING OFFICER'S REPRESENTATIVE (COR) CONTRACTORS ONLY)

CONTRACT #: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_ DATE FUNDS EXPIRE: \_\_\_\_\_

COR NAME: \_\_\_\_\_ COR ACTIVITY: \_\_\_\_\_

PHONE: DSN \_\_\_\_\_ COMM \_\_\_\_\_ FAX \_\_\_\_\_

COR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

This form requests that you provide your Social Security Number. As required by 5 U.S.C 552a (the Privacy Act of 1974) and the SECNAVINST 5211.5C, the following information concerning this request is provided. Authority: 10 U.S.C 5031; Purpose: To identify users requesting access to NLN in the event of duplicate names; Routine Uses: The Blanket Routine uses published in the Federal Register apply to this system; Disclosure: Disclosure is mandatory, failure to provide the requested information may result in access denial.

# INSTRUCTIONS

(ALL BLOCKS ARE MANDATORY UNLESS OTHERWISE STATED)

**1. Section 1.** This section is to be completed by all individuals requesting access to the RISC System 6000, databases and/or applications.

- a. REQUEST TYPE: annotate whether this is a new request, a request to update existing user information or a request to have a user deleted.
- b. ACCESS TYPE: enter whether you require the ability to access an application or the ability to access a database via SQL.
- c. APPLICATION/ORACLE DATABASE NAME: enter the name of the application or database you wish to access.
- d. ORACLE/SQL PERMISSIONS: Please check the block which best describes the type of permissions you require. (MANDATORY ONLY IF ORACLE/SQL WAS SELECTED FOR ACCESS TYPE).
- e. JUSTIFICATION: Please state the purpose for which you intend to use the application/database (i.e. development, end user etc. (JUSTIFICATION MUST BE RELATED TO YOUR JOB FUNCTIONALITY).

**2. Section 2.** This section is to be completed by all individuals requesting access to the RISC 6000 databases and/or applications.

- a. LAST NAME/FIRST NAME: (SELF EXPLANATORY)
- b. RANK/GRADE: Military members should enter their pay grade, civilians should enter their GS rate, and contractors should enter "CONT".
- c. SSN: (SELF EXPLANATORY)
- d. PRD: Military members should enter their Projected Rotation Date.
- e. ACTIVITY NAME: (SELF EXPLANATORY)
- f. ACTIVITY LOCATION: Enter the official mailing address of the activity for which you work resides.
- g. EMAIL-<sup>1</sup>ADDRESS: Enter your email-address.
- h. PHONE: (SELF EXPLANATORY)
- i. FUNCTION: Please check the block that best describes your job function.
- J. CATEGORY: Please check the block that best describes the category of work that you perform.
- j. SIGNATURES BLOCKS: (SELF EXPLANATORY)

**3. Section 3.** This section is to be completed by the Government Contractor's Representative who is responsible for administering the contract which justifies the contractors access to the RISC System/6000. (MANDATORY FOR CONTRACTORS ONLY)

Once all sections have been completed by the requesting activity, forward to the NALDA PHASE II Systems Administration Team:

FAX 301-342-4250      or      Commanding Officer  
DSN (342)                      Naval Aviation Maintenance Office  
ATTN: CODE 335-2              CODE 335-2, Bldg 447  
Patuxent River, MD 20670-5446

PLEASE NOTE:

IF YOU DO NOT RECEIVE A RESPONSE TO YOUR REQUEST WITHIN TWO WORKING DAYS, PLEASE CALL THE SYSTEMS ADMINISTRATION TEAM AT COMM 301-342-4295 EXT 235/232 (DSN 342) OR SEND EMAIL TO SYSADMIN@NAVAIR.NALDA.NAVY.MIL.

THE MINIMUM PC CONFIGURATION REQUIRED TO RUN NALDA PHASE II APPLICATIONS IS AN IBM COMPATIBLE, 486 PROCESSOR, 8 MB RAM, SVGA MONITOR, WINDOWS ENVIRONMENT, ETHERNET CARD, MOUSE

